



# Warrant Officer Recruiting

## Special Operations Recruiting Battalion

Port Bragg



U.S. ARMY

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# Definition of a Warrant Officer



**“Warrant officers are highly specialized officers. They are self-aware and adaptive combat leaders, trainers, staff officers, and advisors. Warrant officers are competent and confident warriors, innovative integrators of emerging technologies, dynamic teachers, and developers of specialized teams of soldiers.”**

## What Is a Warrant Officer?

**(new DA PAM 600-3 Definition)**

WO1 - Basic level

CW2 - Intermediate

CW3 - Advanced

CW4 - Senior

CW5 - Master



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# Briefing Agenda

**Definition of a Warrant Officer**  
**Warrant Officer Recruiting Mission**  
**General Requirements**  
**Who We are Looking For**  
**Opportunities and Benefits**  
**Application and Processing**  
**Q & A**



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# Warrant Officer Recruiting Mission

**The United States Army Recruiting Command is charged with recruiting highly qualified applicants to serve as Army Warrant Officers.**



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# Administrative Requirements

1. **US Citizenship** *(No Waivers)*
2. **General Technical (GT) Score of 110 or higher** *(No Waivers)*
3. **High School Graduate or have a GED** *(No Waivers)*
4. **Eligible for a Secret Security Clearance** *(No Waivers)*
5. **Must Have  $\geq$  12 Months Remaining on Enlistment Contract** *(No Waivers)*
6. **Pass Commissioning Physical for Tech or Flight Physical for Aviators.** *(Waiver Avail.)*
7. **Age: Technicians  $\leq$  46 yrs / Aviators  $<$  33 yrs at time packet is boarded** *(Waiver Avail.)*
8. **Active Federal Service:  $<$ 12 yrs at time packet is boarded** *(Waiver Avail.)*
9. **Pass the Standard 3-event Army Physical Fitness Test (APFT) and Meet Height/Weight Standards** *(Only Available for Soldiers injured in Combat)*



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# General Information

## Technician

- 13 - Branches
- 37 - MOSs

- Usually SGT or higher
- Most require ALC
- Must meet requirements listed on the MOS pages of our website:



**[WWW.USAREC.ARMY.MIL/HQ/WARRANT](http://WWW.USAREC.ARMY.MIL/HQ/WARRANT)**



## Aviator

- 1 - Branch
- 1 - MOS (*To apply for*)
- Any MOS/Rank can Apply
- Qualifying SIFT Score (40+)

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# Warrant Officer MOSs

| WO MOS                 | MOS Description                               | Enlisted Feeder MOSs                 |
|------------------------|---|--------------------------------------|
| 120A                   | Construction Engineering Tech                 | 12K, H, P, R, Q, T, W                |
| <u>125D</u>            | <u>Geospatial Engineering Tech</u>            | <u>12Y or 35F, 35G</u>               |
| 131A                   | Field Artillery Targeting Tech                | 11C, 13B, D, F, M, P, R, T, 19D      |
| 140A                   | Command and Control Systems Tech              | 14J & 14S                            |
| <u>140E</u>            | <u>Air and Missile Defense Tactician/Tech</u> | <u>14E, T</u>                        |
| 150A                   | Air Traffic Control                           | 15Q                                  |
| <u>150U</u>            | <u>Tactical UAV Tech</u>                      | <u>15W, 15E</u>                      |
| 151A                   | Aviation Maintenance Tech                     | All CMF 15 MOS (Excluding 15P & 15Q) |
| 153A                   | Rotary Wing Aviator                           | All MOSs (FY13 SIFT Test)            |
| 255N                   | Network Management Tech                       | All MOSs                             |
| 255A                   | Information Systems Tech                      | All MOSs                             |
| 290A                   | Electronic Warfare Tech                       | 13C, D, E, R, 25C, E,                |
| 29E or 35F, N, P, S, T |   |                                      |
| <u>350F</u>            | <u>All Sources Intelligence Tech</u>          | <u>35F</u>                           |
| <u>350G</u>            | <u>Imagery Intelligence Tech</u>              | <u>35G</u>                           |
| <u>351L</u>            | <u>Counterintelligence Collections Tech</u>   | <u>35L</u>                           |
| <u>351M</u>            | <u>Human Intel Collection Tech</u>            | <u>35M</u>                           |
| <u>352N</u>            | <u>Traffic Analysis Tech</u>                  | <u>35N</u>                           |



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# Warrant Officer MOSs Cont.

## WO MOS

## MOS Description

**352S**  
**353T**  
 420A Human Resources Tech  
 740A CBRN Tech  
 880A Marine Deck Officer  
**881A**  
**BOARD)**  
**882A**  
 890A Ammunition Technician  
 913A Armament Systems Maint Tech  
**914A**  
 915A Automotive Maint Tech  
 X, and Y  
 919A Engineer Equipment Maint Tech  
 920A Property Accounting Tech  
 920B Supply Systems Tech  
 921A Airdrop Systems Tech  
 922A Food Service Tech  
 923A Petroleum Systems Tech  
 948B Electronic Systems Maint Tech  
 25P, S  
 948D Electronic Missile Systems Maint Tech

**Non Morse Intercept Tech**

**Intel and Electronic Warfare Tech**

**Marine Engineer Officer**

**Mobility Officer**

**Allied Trades WO**

## Enlisted Feeder MOSs

**35S**

**35T**

42A/42F

74D

88K

**88L and 12P, w/ASI S2 (SEPT**

**All MOSs**

89B, 89D

91F, G, K (91A, D, M, P and 15J)

**91W and 91E**

91A, B, D, H, L, M, P, S, T, W,

91B, C, D, H, J, L, X

92Y, 68J

92A

92R

92G, 68M

92F,L,W

94D, E, F, H, K, L, R, V, W, Y, & Z; 29B,

94A, M, P, S, T, & Z



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# What We are Looking For...



**Soldiers who are:**



- **Leaders**
- **Self Confident**
- **Dependable**
- **Technically/Tactically Proficient**
- **Ethical and Moral**
- **Decision Makers**
- **Self-Sufficient**
- **Mature**
- **Able to Grasp Complex Problems**
- **Mentally and Physically Strong**

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# Opportunities and Benefits



- **Small Elite Corps**
  - Makes up 2% of the Army and 15% Officer corps
- **Challenging Assignments**
- **Technical Training and Education**
- **Faster Promotion Potential**
- **Extended Career Path**
- **Perform Core Duties Longer**
- **Better Pay and Retirement**



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# Assignment Opportunities



White House Communications Agency

White House Fellowship Eligibility

Training-with-Industry (TWI)

(Motorola, General Dynamics, Microsoft, Apple)



Army Accessions Command  
(TRADOC/USAREC)

Pentagon and Department of the Army

TAFT Assignments (Technical Assistance Field  
Team)

Australia, Egypt, UAE and other locations

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# Training and Education

- Maintain G.I. Bill benefits
  - Maintain tuition assistance (TA) benefits
  - Maintain E-Army U
- Degree Completion Program

*Senior Service College Selection/Combined Advanced Civil Schooling*

*Army Logistics University, VA (TLog program)*

*Naval Post Graduate School, MD (XP Course cooperative)*

*Joint Military Intelligence College, DC*

*Army Management Staff College, VA*

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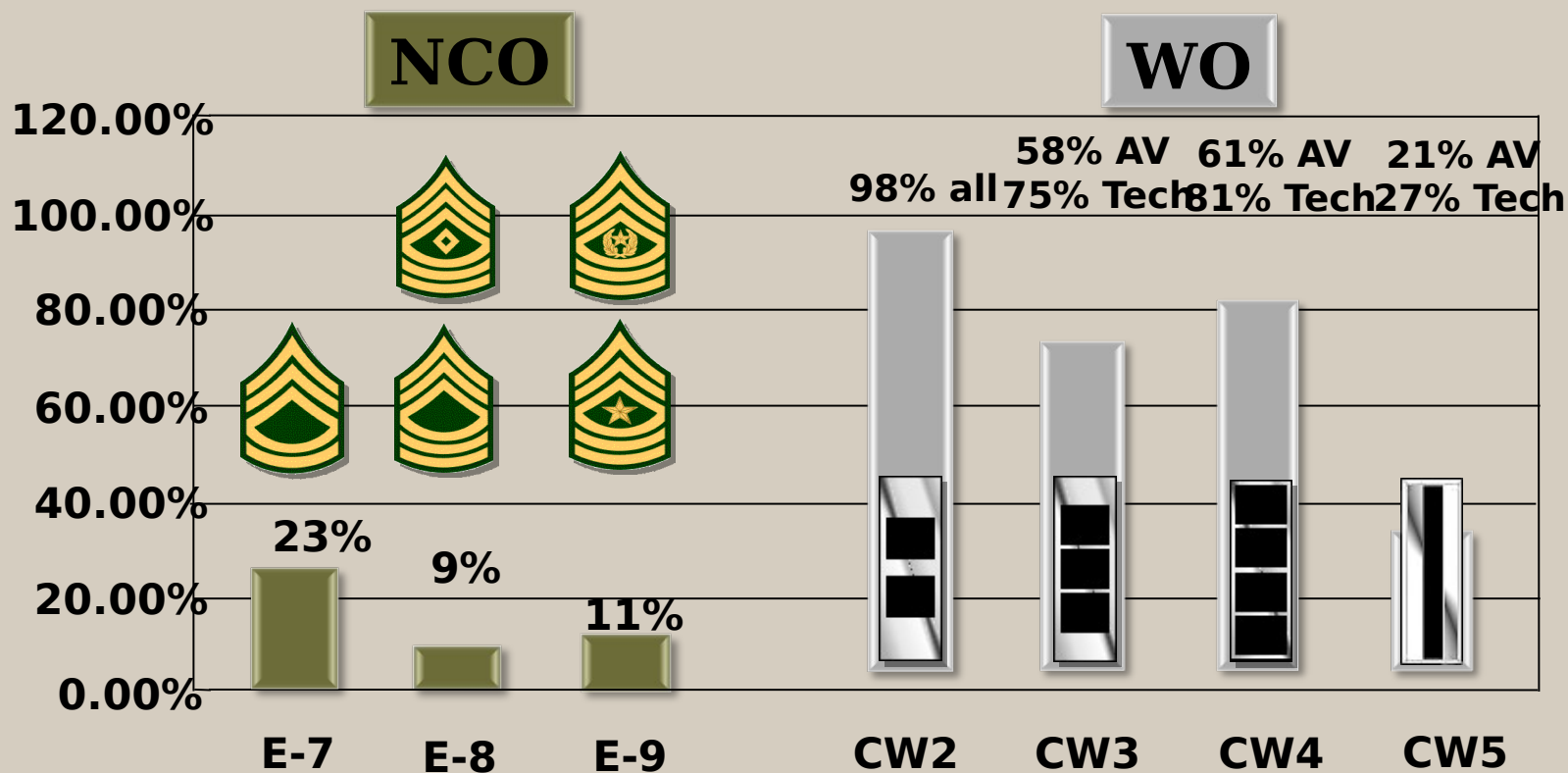


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# Promotion Comparison

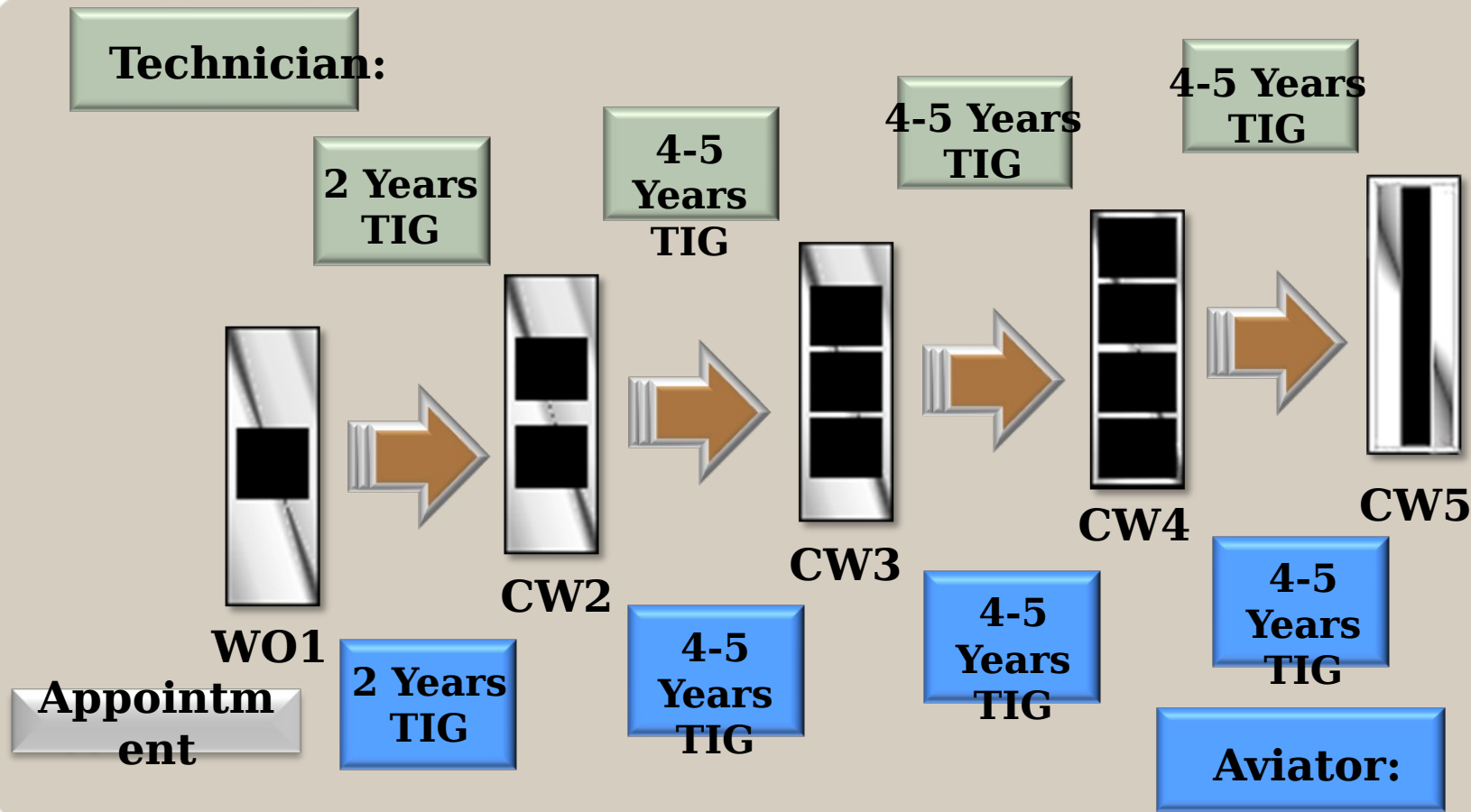


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# Warrant Officer Promotions



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# Extended Career

ALARACT NOV 08



**Total Years Active  
Federal Service**

**20  
Years**

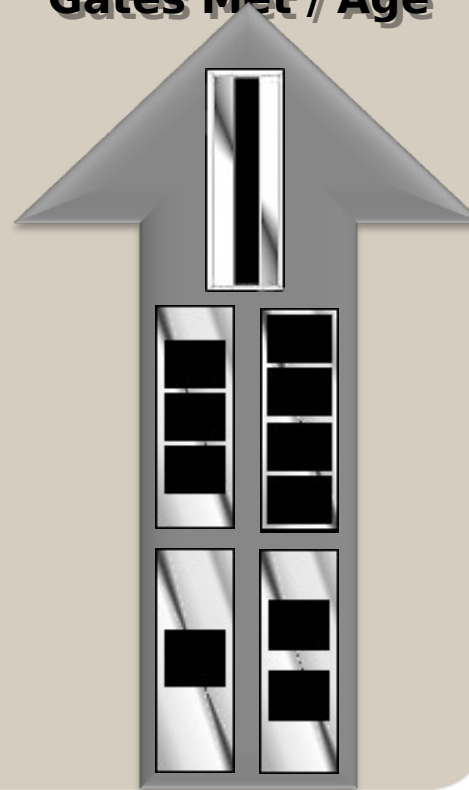
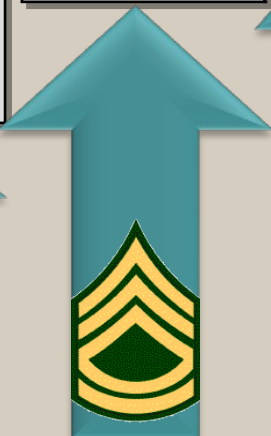
**26  
Years**

**29  
Years**

**32  
Years**

**30 + Years of WO  
SVC \*If Promotion**

**Gates Met / Age**



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# Retirement Pay Comparison

|         |    |               |               |
|---------|----|---------------|---------------|
| CW3     | 20 | \$2,888 (50%) | <u>\$760</u>  |
| E-7/SFC | 20 | \$2,128 (50%) |               |
| CW4     | 24 | \$4,101 (60%) | <u>\$1043</u> |
| E-8/MSG | 24 | \$3,058 (60%) |               |
| CW5     | 30 | \$6,169 (75%) | <u>\$1197</u> |
| E-9/SGM | 30 | \$4,972 (75%) |               |

*Based on January 2012 Pay Scale*

Source- <http://www.dod.mil/cgi-bin/finalpayhigh3.pl>



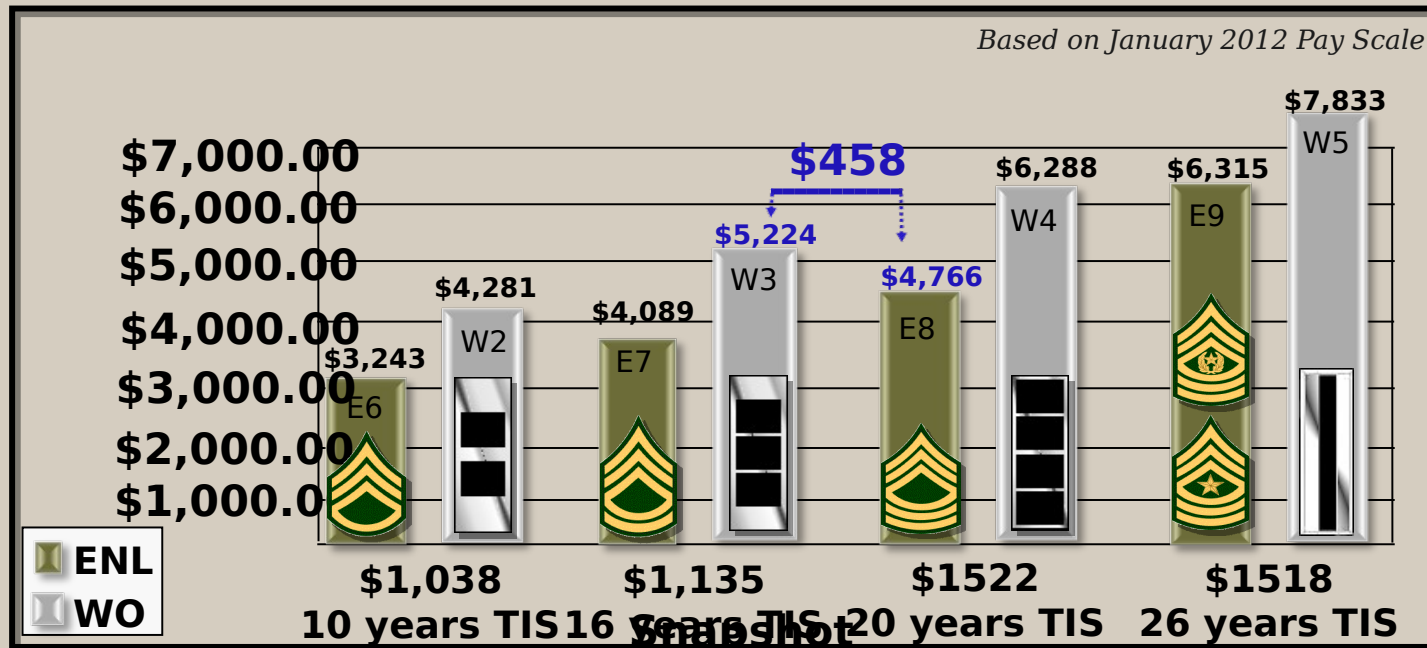
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# Base Pay Comparison



E-5 vs W1 at 6 years TIS = Approximate \$849

E-6 vs W1 at 8 years TIS = Approximate \$662

E-7 vs W1 at 10 years TIS = Approximate \$332

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# Additional Benefits



## Flight Pay



| Years of Aviation Service | Monthly Rate |
|---------------------------|--------------|
| 2 or less                 | \$125        |
| Over 2                    | \$156        |
| Over 3                    | \$188        |
| Over 4                    | \$206        |
| Over 6                    | \$650        |
| Over 14                   | \$840        |



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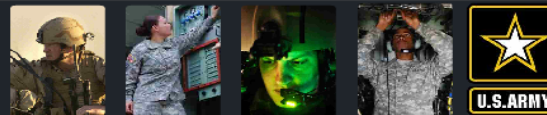
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# Where to Start...



## UNITED STATES ARMY WARRANT OFFICER RECRUITING



[Home](#) [Applicant Information](#) [Selection Information](#) [Warrant Officer MOS](#) [Application Forms](#) [Briefing Schedule](#) [FAQ's](#) [Contact Us](#)

### Popular



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Warrant Officer Selection Board  
Schedule

Warrant Officer Selection Board  
Results

Check Your Warrant Officer  
Application Status

Warrant Officer Application  
Checklist Download

### Warrant Officer MOS

Warrant Officer MOS List

Enlisted MOS Conversion List  
(Army)

Enlisted MOS Conversion List  
(Air Force)

Enlisted MOS Conversion List  
(Marine)

## Meet The Challenge... Become An Expert In Your Field

### Warrant Officer Branch Mission

The U.S. Army Recruiting Command is charged with recruiting highly qualified applicants to serve as Army Warrant Officers.

Warrant Officers are highly specialized experts and trainers in their career fields. By gaining progressive levels of expertise and leadership, these leaders provide valuable guidance to commanders and organizations in their specialty. Warrant Officers remain single-specialty Officers with career tracks that progress within their field, unlike their Commissioned Officer counterparts who focus on increased levels of command and staff duty positions.

### Hot Topics

#### News

#### Application Processing

#### Packet Submission Process

#### Downloads

**Special Announcement 1** - The following MOSs have been added to the September 2011 Board: 125D, 140E, 150A, 311A, 352P(Persian Farsi), 352S, 881A, 890A, 913A & 914A. Application deadline for packet submission for these MOSs and these MOSs only will be 1 August 2011.

**Special Announcement 2 - MILPER Message # 11-156** - This MILPER Message establishes the CRIMINAL INVESTIGATOR WARRANT OFFICER CRITICAL SKILLS ACCESSION BONUS (CID CSAB) program from 20 MAY 2011 - 30 SEPTEMBER 2012.

**APFT Waivers** - The revised AR 350-1 is dated 18 Dec 09 with an effective date of 18 Jan 10 and is online. Paragraph 3-12, i(3) states:

[www.usarec.army.mil/hq/warrant](http://www.usarec.army.mil/hq/warrant)

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# FY14 WO Selection Board Schedule



| Board Dates  | Packet Deadline |
|--------------|-----------------|
| 18-22 Nov 13 | 20 Sep 13       |
| 13-17 Jan 14 | 15 Nov 13       |
| 10-14 Mar 14 | 17 Jan 14       |
| 12-16 May 14 | 14 Mar 14       |
| 14-18 Jul 14 | 16 May 14       |
| 15-19 Sep 14 | 18 Jul 14       |

| MOS  | Nov-13 | Jan-14 | Mar-14 | May-14 | Jul-14 | Sep-14 |
|------|--------|--------|--------|--------|--------|--------|
| 120A |        | X      |        |        | X      |        |
| 125D |        | X      |        |        | X      |        |
| 131A | X      |        | X      |        | X      |        |
| 140A | X      |        | X      |        | X      |        |
| 140E | X      |        | X      |        | X      |        |
| 150A | X      |        | X      |        | X      |        |
| 150U |        | X      |        | X      |        | X      |
| 151A | X      |        | X      |        | X      |        |
| 153A | X      | X      |        | X      | X      |        |
| 180A |        |        | X      |        |        | X      |
| 255A |        | X      |        | X      |        | X      |
| 255N |        | X      |        | X      |        | X      |
| 290A | X      |        | X      |        |        |        |
| 311A |        | X      |        | X      | X      | X      |
| 350F | X      | X      | X      | X      | X      |        |
| 350G | X      |        | X      |        | X      |        |
| 351L | X      |        | X      |        | X      |        |
| 351M | X      |        | X      |        | X      |        |
| 352N | X      | X      | X      | X      | X      |        |
| 352S |        | X      |        |        |        |        |
| 353T |        | X      |        |        | X      |        |
| 420A |        | X      |        | X      |        | X      |
| 420C |        | X      |        |        |        |        |
| 740A |        | X      |        |        |        |        |
| 880A |        | X      |        | X      |        |        |
| 881A |        | X      |        | X      |        |        |
| 882A |        | X      |        |        |        | X      |
| 890A | X      |        |        | X      |        |        |
| 913A | X      |        |        | X      |        |        |
| 914A | X      |        |        | X      |        |        |
| 915A | X      |        | X      | X      |        | X      |
| 919A | X      |        |        | X      |        |        |
| 920A | X      |        | X      |        | X      |        |
| 920B | X      |        | X      |        | X      |        |
| 921A | X      |        | X      |        | X      |        |
| 922A | X      |        | X      |        | X      |        |
| 923A | X      |        | X      |        |        |        |
| 948B |        |        | X      |        | X      |        |
| 948D |        |        | X      |        | X      |        |



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# Waiver Requests

| WAIVER       | APPROVAL AUTHORITY | TURN AROUND TIME | NOTES     |
|--------------|--------------------|------------------|-----------|
| AGE          | DA G1              | 4–6 Weeks        | 1         |
| AFS          | DA G1              | 4–6 Weeks        | 1         |
| APFT         | DA G3              | 4–8 Weeks        | 1,2,3,4,5 |
| Moral        | HRC/DA G1          | 2–6 Weeks        | 1,6       |
| Prerequisite | Proponent          | 2–4 Weeks        | 1         |
| Medical      | USAREC G3          | 2–4 Weeks        | 7         |

1. Example in Sample Application available at briefings or for download on our website.
2. DA Form 705 (APFT Score Card) must be included with application
3. BN CDR's LOR must state: "The applicant is physically capable of completing training and worldwide deployment"
4. Must have a Permanent Physical Profile
5. Permanent Physical Profile and physical must be dated within 12 Months
6. Can submit Waiver ahead of Application. (Instructions on website)
7. Waiver request NOT prepared by the applicant



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# FY 13 AFS/Age/Moral Waivers by Branch

| Branch | AFS<br>(Submitted /<br>Approved) | AFS Range for<br>Approved<br>Waivers | Age<br>(Submitted /<br>Approved) | Moral<br>(Submitted /<br>Approved) |
|--------|----------------------------------|--------------------------------------|----------------------------------|------------------------------------|
| AD     | 4/3                              | 12-14 yrs                            |                                  | 4/1                                |
| AG     | 11/9                             | 12-14 yrs                            |                                  | 4/3                                |
| AV     | 21/9                             | 12-15 yrs                            | 7/4                              | 20/9                               |
| CM     | 22/5                             | 12-14 yrs                            |                                  | 4/1                                |
| EN     | 7/4                              | 12-15 yrs                            | 1/0                              | 9/7                                |
| EW     | 10/8                             | 12-16 yrs                            |                                  | 4/2                                |
| FA     | 4/3                              | 12-13 yrs                            |                                  | 9/7                                |
| JA     | 0                                | N/A                                  |                                  | 2/2                                |
| MI     | 45/37                            | 12-14 yrs                            | 2/1                              | 13/6                               |
| MP     | 6/6                              | 12-14 yrs                            |                                  | 3/3                                |
| OD     | 41/26                            | 12-16 yrs                            |                                  | 25/14                              |
| QM     | 30/16                            | 12-13 yrs                            |                                  | 6/3                                |
| SC     | 12/8                             | 12-14 yrs                            |                                  | 22/13                              |
| SF     | 16/15                            | 12-18 yrs                            |                                  | 6/5                                |
| TC     | 6/5                              | 12-15 yrs                            |                                  | 4/0                                |



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# The Application

**!!!Download from our Website!!!**

## Board Packet

### Documents

1. *DD Form 1 (MLO/PSB Letter or S-1)*
2. DA Form 61 *(HT/WT & APFT Statement)*
3. Letters of Recommendation  
*(Next Slide)*
4. Resume
5. ERB *(Enlisted Record Brief)*
6. OMPF *(10 Years of NCOERs and all AERS in order newest to oldest)*
7. College Transcripts
8. DA Form 6256 *(AFAST Form from Test Center) This form is for MOS 153A only*
9. Official Photo

## Supporting

10. Security Clearance *(Clearance Memo)*
11. USAREC Form 1932  
*(Physical Cover Sheet)*
12. DA Form 160-R
13. Statement of Understanding
14. Waivers *(Next Slide)*
15. DA Form 705 *(APFT Score Card)*
16. DA Form 3349 *(Permanent Profile Sheet)*
17. Conditional Release  
*(Reserves & Other Services)*



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# Front Cover / Instructions



**United States Army  
Recruiting Command**



## US ARMY WARRANT OFFICER PROCUREMENT PROGRAM SAMPLE APPLICATION AND GUIDE



[www.goarmy.com/warrant](http://www.goarmy.com/warrant)  
December 2011

The information contained in this sample application changes frequently. For the most up-to-date information please visit our web site at [www.usarmy.mil/highwarrant](http://www.usarmy.mil/highwarrant)

### STEPS FOR PREPARING A WARRANT OFFICER APPLICATION

- Step 1: Visit the Warrant Officer (WO) recruiting web site at: <http://www.usarmy.mil/highwarrant>. Start with the "Program Overview" and follow the instructions to download the forms for use with PrintEdge or Adobe Acrobat software.
- Step 2: Review Army Regulation 135-103 and Department of the Army Pamphlet 631-6. (All Army publications mentioned throughout this guide are located on the warrant officer recruiting website at <http://www.usarmy.mil/highwarrant>.)
- Step 3: Verify that you meet the following Administrative requirements:
  - (a) US citizenship
  - (b) General Technical (GT) score of 110 or higher (DoD service applicants must convert their GT scores - see web site)
  - (c) Be a high school graduate or hold a GED
  - (d) Secret Security Clearance (Secret is acceptable to apply - JAW AR 300-57 & AR 135-103)
  - (e) Pass the standard 3-event Army Physical Fitness Test (APFT) and meet height/weight standards (JAW FM 21-20 & AR 600-9)
  - (f) Pass the appointment physical for Technicians or the Class 1A flight physical for Aviators (JAW AR 49-50)
  - (g) Minimum of 12 months or more remaining on current service contract as of board convene date
- Step 4: Ensure you meet the MINIMUM prerequisites listed on our web site for your requested WO Military Occupational Specialty (WOMOS). If you do not, you must either wait until you meet all the prerequisites or request a prerequisite waiver. Prerequisites for 153B - Aviator: Open to any rank and MOS (after AIT completed), must be less than 33 years of age by the board convene date, score 80 or higher on the APFT, and pass a Class 1 flight physical. General prerequisites for all other WOMOSs: GT of 110 or higher, 4-6 years experience in the field for which applying (see web site), and be less than 40 years of age by the board convene date.
- Step 5: It is recommended that you keep all original documents, including the physical, for reference. Packets can be submitted by Digital Sender or in PDF format as an e-mail attachment (see step 12). DA photos may be sent in PDF, TIF or JPG format; color photos present the best image of applicants. Deployed personnel may take a digital photo in duty uniform standing at the position of attention with a neutral background (no money, helmets or weapons).
- Step 6: Take the completed packet to your Personnel Services Detachment (PSD), Military Personnel Division (MPD) or S-1 office for review. Have a NCO or OIC endorse your checklist stating you are not barred, flagged or pending UCMJ action. Non-Army personnel can skip this step and submit their application as indicated in step 12.
- Step 7: Once at USAREC, the packet will be logged in to the computer, and then screened for completeness. You will be notified of any discrepancies by phone or email using the contact information in blocks 17 & 18 of your DA Form 91. (Ensure the email address on your DA Form 91 is an email that you check daily.) Verify your status online before calling/writing recruiters.
- Step 8: Technician packets are forwarded to their Branch WO proposal for technical evaluation. Aviator applications are evaluated at USAREC unless a waiver is required. Proposer-qualified applications are considered "board ready" if no waivers are needed. The applicant will be notified if not qualified by the proposer or if waivers are disapproved. Please allow 4 - 6 weeks for processing of waivers.
- Step 9: Applications requiring a moral waiver (Block 28 of the DA Form 91 is answered YES) are forwarded to Army Reserve Personnel Command (AR-PERSCOM), St Louis, MO by USAREC. Please allow 4 - 6 weeks for processing waivers.
- Step 10: Applications requiring an Active Federal Service (AFS) waiver or an age waiver are forwarded to the Deputy Chief of Staff for Personnel (DCSPER) at HQDA. Please allow 4 - 6 weeks for processing waivers. "AFS Waiver" 12 or more years active service at the time the DA Form 91 is signed. "Age Waiver" Aviator applicants who are 33 or older by the convene date of the board, or Technician WO MOS applicants who are 40 or older by the convene date of the board.
- Step 11: Accession boards are held bi-monthly at USAREC starting in November, but not all MOSs are considered at each board. The board vote results in one of the following designations: Selected, Qualified - Selected (Q-Sel) (You have been selected and will attend WOCC in approximately 4 - 6 months) Fully Qualified - Non-Selected (FC-N/Sel) (You have not been selected and will be considered by one more board automatically. It is highly recommended to make any updates that you feel will improve your packet at this time.) Not Selected - Not Competitive (NS-NC) (You have not been selected by 2 consecutive boards, and are not considered competitive with the current packet provided). Applicants held a non-selected for the WO Program must wait a year to re-apply. Applicants may reapply immediately with an approved well-timed exception request - available on our website. Please see the web site for process to re-apply.
- Step 12: Visit our web site at least monthly for new or updated information and for board results (normally published the week following a board). Packet submission deadlines are posted on our website along with the board schedule. Packets should be sent via PDF e-mail attachment. Five or less in size per e-mail. Number of e-mails approximately: 1 of 4, 2 of 4, etc. Send all documents to HQDA, USAREC Board Branch as follows:
  - a. Send NEW Packets in PDF format to: [NewWarrantPackets@usarmy.mil](mailto:NewWarrantPackets@usarmy.mil)
  - b. Send UPDATED to packets already accepted and on file to: [NewWarrantUpdates@usarmy.mil](mailto:NewWarrantUpdates@usarmy.mil)
  - c. Send CORRECTIONS for "R" status packets to: [NewWarrantCorrections@usarmy.mil](mailto:NewWarrantCorrections@usarmy.mil)
  - d. ONLY deployed personnel may mail their packet to the address below however, electronic submission is preferred.

COMMANDER, HQ USAREC  
ATTN: RCRO-BMA  
1337 3RD AVE  
FT MON, KY 40421-2726



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# Checklist / DA Form 61



## Warrant Officer Application Checklist

All documents should be single-sided copies and in the following order:  
Name: \_\_\_\_\_

Board Packet (These copies should be clean and neat in appearance—they will make up your board packet being reviewed for your selection):

- \_\_\_ DA Form 61 (with HT/WT and APFT statement, signed as shown on the web site example)
- \_\_\_ Senior Warrant Officer Letter (Optional for some WOMOS)
- \_\_\_ Company Commander Letter of recommendation (or applicable Company Grade UCMJ authority)
- \_\_\_ Battalion Commander Letter of recommendation (or applicable Field Grade UCMJ authority)
- \_\_\_ Resume (USAREC Form 1935)
- \_\_\_ ERB or equivalent document (used to verify DOB, GT, AFS, and ETS)
- \_\_\_ Evaluations (All NCOERs up to ten years worth) and all AERs (1059s) in order newest to oldest)
- \_\_\_ College Transcript(s)
- \_\_\_ COPIES of Professional Certificates (Licenses or Certificates issued to Engineers, Mechanics etc...)
- \_\_\_ AFAST Results (153A applicants only)
- \_\_\_ DA Photo

Supporting Documents: (These documents are required to qualify your packet, but will not be reviewed by the board)

- \_\_\_ Security clearance verification memorandum (Prepared by S2 or facility security manager)
- \_\_\_ Physical Coversheet USAREC Form 1932 (Aviation - expires after 18 months, all others expire at 24 months. If waiver or exception to policy required, applicant needs to include complete physical. 153A applicants need to include DD 2808 with Stamp from USA/AMC, Ft. Rucker)
- \_\_\_ DA Form 160-R (ensure that you sign it and block 9a is checked)
- \_\_\_ Remaining Hard Copy documents from OMPF not included on your ERB (awards, certificates)
- \_\_\_ Re-enlistment documents - if required (ERB does not show 12 months remaining on current contract)
- \_\_\_ Statement of understanding (a copy of this memo is on the web site)
- \_\_\_ Conditional Release - if required (if you are not an active duty Army applicant)
- \_\_\_ English credit document - if required (250N, 251A, 254A, 420A, 920A, 920B, 921A, 922A, 923A)
- \_\_\_ TABE score document - if required (880A, 881A)
- \_\_\_ Body Fat Content Worksheet - if required (if you do not meet height/weight standards set in AR 600-9)
- \_\_\_ Moral waiver request - if required (as identified in blocks 26 on DA Form 61)
- \_\_\_ Age waiver request - if required (max age is 33 for aviators, 46 for all others)
- \_\_\_ Prerequisite waiver request - if required (verify with MOS on web site)
- \_\_\_ AFS waiver request - if required (12 years for all MOS)

- \_\_\_ Entire Packet administratively reviewed by any Warrant Officer.
- \_\_\_ REVIEWER (printed name and title): \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

NOTE: ONLY deployed personnel may mail their completed application. Electronic submission is preferred:  
HEADQUARTERS US ARMY RECRUITING COMMAND  
ATTN RORO-SM-A  
1307 THIRD AVENUE  
FORT KNOX KY 40121-2725

This section to be completed and authenticated by PSD/MPD personnel or the Battalion S-1/S-1 NCO  
I certify that service member is not flagged and is eligible to apply for this program.

CERTIFYING OFFICIAL (printed name and title): \_\_\_\_\_ DATE: \_\_\_\_\_  
SIGNATURE: \_\_\_\_\_  
DSN PHONE #: \_\_\_\_\_ COMM PHONE #: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

Applicants must send their packets as a PDF attachment via e-mail or by use of the Digital Sender, (file size restricted to 5mb or less per transmission) to [NewWarrantPackets@usarec.army.mil](mailto:NewWarrantPackets@usarec.army.mil)  
\*Deployed personnel may mail their application however, electronic submission is preferred.  
\*Please, only use one method of delivery and do not split packets between different means unless asked by a recruiter to do so.  
Check your application status on-line at [www.usarec.army.mil/bq/warrant](http://www.usarec.army.mil/bq/warrant) after allowing 5 - 10 business days for processing.  
Good luck!

| APPLICATION FOR APPOINTMENT  |  |  |  |  |  |  |  |                              |  |
|--|--|--|--|--|--|--|--|------------------------------|--|
| For use of this form, see AR 135-100, AR 145-1, AR 351-5, and AR 601-100; the proponent agency is DCSPR  |  |  |  |  |  |  |  |                              |  |
| DATA REQUIRED BY THE PRIVACY ACT OF 1974   |  |  |  |  |  |  |  |                              |  |
| AUTHORITY:   |  | Title 10 United States Code, Section 3012 (Title 5 United States Code, Section 552)  |  |  |  |  |  |                              |  |
| PRINCIPAL PURPOSE:   |  | To obtain an appointment as a commissioned or warrant officer in the Regular Army or Army Reserve, or to obtain selection to attend the US Army Officer Candidate School.  |  |  |  |  |  |                              |  |
| ROUTINE USES:  |  | Basis for determination of qualifications and background information for eligibility for consideration for appointment as a Regular Army or Army Reserve commissioned/warrant officer or for selection for attendance at the US Army Officer Candidate School. |  |  |  |  |  |                              |  |
| DISCLOSURE:  |  | Disclosure of information requested in DA Form 61 is voluntary. Failure to provide the required information will result in non-acceptability of the application.   |  |  |  |  |  |                              |  |
| 1. TYPE OF APPOINTMENT FOR WHICH APPLICATION IS SUBMITTED  |  | 2. GOVERNING REGULATION OR CIRCULAR (Specify appropriate section(s) if applicable)<br>AR 135-100   |  |  |  |  |  |                              |  |
| COMMISSIONED OFFICER - REGULAR ARMY  |  | 3. GRADE FOR WHICH APPLYING (Reserve appointments only) WO1  |  |  |  |  |  |                              |  |
| COMMISSIONED OFFICER - ARMY RESERVE  |  | 4. SOURCE OF APPLICATION (RDTG only)   |  |  |  |  |  |                              |  |
| <input checked="" type="checkbox"/> WARRANT OFFICER - ARMY RESERVE **All applicants must select this block**   |  | 5. ONLY FOR APPLICANTS FOR APPOINTMENT AS WARRANT OFFICERS   |  |  |  |  |  |                              |  |
| 6. BRANCH AND SPECIALTY PREFERENCES  |  | 6. MOS CODE  |  |  |  |  |  |                              |  |
| Regular Army and Officer Candidate applicants and all ROTC graduates:<br>In numerical sequence, indicate 10 branch preferences other than CA and SS.<br>USAR applicants: If applying for a specific Reserve vacancy, indicate ONLY the branch of the vacant position; all other applicants may enter more than one branch. |  | 351L Counterintelligence Technician<br>If qualified, may list up to 3 MOSs. List MOSs in order of preference. Listing more than 1 MOS requires extra processing time because proposals must review.  |  |  |  |  |  |                              |  |
| 7. NAME (Last, first, middle/initials) (Do not include variations from birth certificate in item 4f)   |  | 8. GRADE   |  | 9. SOCIAL SECURITY NUMBER  |  |  |  |                              |  |
| WHO, You Are   |  | E-6  |  | 000-00-0000  |  |  |  |                              |  |
| 10. BRANCH (Indicate only one)   |  | 11. TOTAL YES ACTIVE SERVICE   |  | 12. MARITAL STATUS   |  | 13. NUMBER OF DEPENDENTS UNDER 18 YEARS OF AGE   |  | 14. SELECTIVE SERVICE NUMBER |  |
| AD   |  | M  |  | M  |  | 2  |  |                              |  |
| 15. DATE OF BIRTH  |  | 16. PLACE OF BIRTH (City, county, state)   |  | 17. SEX  |  | 17. COMPLETE MILITARY ADDRESS (If presently an active duty) (Include ZIP Code)                   |  |                              |  |
| 7 Apr 75   |  | Radcliff Hardin Kentucky   |  | M  |  | HHC, III Corps<br>Fort Hood, TX 76544 (817)288-1111<br>PHONE AND/OR AUTO/VON NUMBER DSN 738-1111 |  |                              |  |
| 18. PERMANENT ADDRESS (Include ZIP Code)   |  | 19. CURRENT MAILING ADDRESS (If difference from item 18) (Include ZIP Code)  |  | 20. CIVILIAN EDUCATION (See page 3 for additional requirements for professional personnel) |  | 21. HIGH SCHOOL GRADUATE   |  |                              |  |
| 407 Keith Street<br>Elizabethtown, KY 42701  |  | 419A Nicholson Road<br>Fort Hood, TX 76544   |  | 419A Nicholson Road<br>Fort Hood, TX 76544   |  | 21. HIGH SCHOOL GRADUATE   |  |                              |  |
| 22. US ETC.  |  | 23. NATURALIZATION   |  | 24. APPLICANT'S CERTIFICATE NO. (Item 6 checked) (Date, place, court)                      |  |  |  |                              |  |
| 25. YES  |  | 26. YES  |  | 27. YES  |  |  |  |                              |  |
| 28. NO   |  | 29. NO   |  | 30. NO   |  |  |  |                              |  |
| 31. YES  |  | 32. YES  |  | 33. YES  |  |  |  |                              |  |
| 34. NO   |  | 35. NO   |  | 36. NO   |  |  |  |                              |  |
| 37. YES  |  | 38. YES  |  | 39. YES  |  |  |  |                              |  |
| 40. NO   |  | 41. NO   |  | 42. NO   |  |  |  |                              |  |
| 43. YES  |  | 44. YES  |  | 45. YES  |  |  |  |                              |  |
| 46. NO   |  | 47. NO   |  | 48. NO   |  |  |  |                              |  |
| 49. YES  |  | 50. YES  |  | 51. YES  |  |  |  |                              |  |
| 52. NO   |  | 53. NO   |  | 54. NO   |  |  |  |                              |  |
| 55. YES  |  | 56. YES  |  | 57. YES  |  |  |  |                              |  |
| 58. NO   |  | 59. NO   |  | 60. NO   |  |  |  |                              |  |
| 61. YES  |  | 62. YES  |  | 63. YES  |  |  |  |                              |  |
| 64. NO   |  | 65. NO   |  | 66. NO   |  |  |  |                              |  |
| 67. YES  |  | 68. YES  |  | 69. YES  |  |  |  |                              |  |
| 70. NO   |  | 71. NO   |  | 72. NO   |  |  |  |                              |  |
| 73. YES  |  | 74. YES  |  | 75. YES  |  |  |  |                              |  |
| 76. NO   |  | 77. NO   |  | 78. NO   |  |  |  |                              |  |
| 79. YES  |  | 80. YES  |  | 81. YES  |  |  |  |                              |  |
| 82. NO   |  | 83. NO   |  | 84. NO   |  |  |  |                              |  |
| 85. YES  |  | 86. YES  |  | 87. YES  |  |  |  |                              |  |
| 88. NO   |  | 89. NO   |  | 90. NO   |  |  |  |                              |  |
| 91. YES  |  | 92. YES  |  | 93. YES  |  |  |  |                              |  |
| 94. NO   |  | 95. NO   |  | 96. NO   |  |  |  |                              |  |
| 97. YES  |  | 98. YES  |  | 99. YES  |  |  |  |                              |  |
| 100. NO  |  | 101. NO  |  | 102. NO  |  |  |  |                              |  |
| 103. YES   |  | 104. YES   |  | 105. YES   |  |  |  |                              |  |
| 106. NO  |  | 107. NO  |  | 108. NO  |  |  |  |                              |  |
| 109. YES   |  | 110. YES   |  | 111. YES   |  |  |  |                              |  |
| 112. NO  |  | 113. NO  |  | 114. NO  |  |  |  |                              |  |
| 115. YES   |  | 116. YES   |  | 117. YES   |  |  |  |                              |  |
| 118. NO  |  | 119. NO  |  | 120. NO  |  |  |  |                              |  |
| 121. YES   |  | 122. YES   |  | 123. YES   |  |  |  |                              |  |
| 124. NO  |  | 125. NO  |  | 126. NO  |  |  |  |                              |  |
| 127. YES   |  | 128. YES   |  | 129. YES   |  |  |  |                              |  |
| 130. NO  |  | 131. NO  |  | 132. NO  |  |  |  |                              |  |
| 133. YES   |  | 134. YES   |  | 135. YES   |  |  |  |                              |  |
| 136. NO  |  | 137. NO  |  | 138. NO  |  |  |  |                              |  |
| 139. YES   |  | 140. YES   |  | 141. YES   |  |  |  |                              |  |
| 142. NO  |  | 143. NO  |  | 144. NO  |  |  |  |                              |  |
| 145. YES   |  | 146. YES   |  | 147. YES   |  |  |  |                              |  |
| 148. NO  |  | 149. NO  |  | 150. NO  |  |  |  |                              |  |
| 151. YES   |  | 152. YES   |  | 153. YES   |  |  |  |                              |  |
| 154. NO  |  | 155. NO  |  | 156. NO  |  |  |  |                              |  |
| 157. YES   |  | 158. YES   |  | 159. YES   |  |  |  |                              |  |
| 160. NO  |  | 161. NO  |  | 162. NO  |  |  |  |                              |  |
| 163. YES   |  | 164. YES   |  | 165. YES   |  |  |  |                              |  |
| 166. NO  |  | 167. NO  |  | 168. NO  |  |  |  |                              |  |
| 169. YES   |  | 170. YES   |  | 171. YES   |  |  |  |                              |  |
| 172. NO  |  | 173. NO  |  | 174. NO  |  |  |  |                              |  |
| 175. YES   |  | 176. YES   |  | 177. YES   |  |  |  |                              |  |
| 178. NO  |  | 179. NO  |  | 180. NO  |  |  |  |                              |  |
| 181. YES   |  | 182. YES   |  | 183. YES   |  |  |  |                              |  |
| 184. NO  |  | 185. NO  |  | 186. NO  |  |  |  |                              |  |
| 187. YES   |  | 188. YES   |  | 189. YES   |  |  |  |                              |  |
| 190. NO  |  | 191. NO  |  | 192. NO  |  |  |  |                              |  |
| 193. YES   |  | 194. YES   |  | 195. YES   |  |  |  |                              |  |
| 196. NO  |  | 197. NO  |  | 198. NO  |  |  |  |                              |  |
| 199. YES   |  | 200. YES   |  | 201. YES   |  |  |  |                              |  |
| 202. NO  |  | 203. NO  |  | 204. NO  |  |  |  |                              |  |
| 205. YES   |  | 206. YES   |  | 207. YES   |  |  |  |                              |  |
| 208. NO  |  | 209. NO  |  | 210. NO  |  |  |  |                              |  |
| 211. YES   |  | 212. YES   |  | 213. YES   |  |  |  |                              |  |
| 214. NO  |  | 215. NO  |  | 216. NO  |  |  |  |                              |  |
| 217. YES   |  | 218. YES   |  | 219. YES   |  |  |  |                              |  |
| 220. NO  |  | 221. NO  |  | 222. NO  |  |  |  |                              |  |
| 223. YES   |  | 224. YES   |  | 225. YES   |  |  |  |                              |  |
| 226. NO  |  | 227. NO  |  | 228. NO  |  |  |  |                              |  |
| 229. YES   |  | 230. YES   |  | 231. YES   |  |  |  |                              |  |
| 232. NO  |  | 233. NO  |  | 234. NO  |  |  |  |                              |  |
| 235. YES   |  | 236. YES   |  | 237. YES   |  |  |  |                              |  |
| 238. NO  |  | 239. NO  |  | 240. NO  |  |  |  |                              |  |
| 241. YES   |  | 242. YES   |  | 243. YES   |  |  |  |                              |  |
| 244. NO  |  | 245. NO  |  | 246. NO  |  |  |  |                              |  |
| 247. YES   |  | 248. YES   |  | 249. YES   |  |  |  |                              |  |
| 250. NO  |  | 251. NO  |  | 252. NO  |  |  |  |                              |  |
| 253. YES   |  | 254. YES   |  | 255. YES   |  |  |  |                              |  |
| 256. NO  |  | 257. NO  |  | 258. NO  |  |  |  |                              |  |
| 259. YES   |  | 260. YES   |  | 261. YES   |  |  |  |                              |  |
| 262. NO  |  | 263. NO  |  | 264. NO  |  |  |  |                              |  |
| 265. YES   |  | 266. YES   |  | 267. YES   |  |  |  |                              |  |
| 268. NO  |  | 269. NO  |  | 270. NO  |  |  |  |                              |  |
| 271. YES   |  | 272. YES   |  | 273. YES   |  |  |  |                              |  |
| 274. NO  |  | 275. NO  |  | 276. NO  |  |  |  |                              |  |
| 277. YES   |  | 278. YES   |  | 279. YES   |  |  |  |                              |  |
| 280. NO  |  | 281. NO  |  | 282. NO  |  |  |  |                              |  |
| 283. YES   |  | 284. YES   |  | 285. YES   |  |  |  |                              |  |
| 286. NO  |  | 287. NO  |  | 288. NO  |  |  |  |                              |  |
| 289. YES   |  | 290. YES   |  | 291. YES   |  |  |  |                              |  |
| 292. NO  |  | 293. NO  |  | 294. NO  |  |  |  |                              |  |
| 295. YES   |  | 296. YES   |  | 297. YES   |  |  |  |                              |  |
| 298. NO  |  | 299. NO  |  | 300. NO  |  |  |  |                              |  |
| 301. YES   |  | 302. YES   |  | 303. YES   |  |  |  |                              |  |
| 304. NO  |  | 305. NO  |  | 306. NO  |  |  |  |                              |  |
| 307. YES   |  | 308. YES   |  | 309. YES   |  |  |  |                              |  |
| 310. NO  |  | 311. NO  |  | 312. NO  |  |  |  |                              |  |
| 313. YES   |  | 314. YES   |  | 315. YES   |  |  |  |                              |  |
| 316. NO  |  | 317. NO  |  | 318. NO  |  |  |  |                              |  |
| 319. YES   |  | 320. YES   |  | 321. YES   |  |  |  |                              |  |
| 322. NO  |  | 323. NO  |  | 324. NO  |  |  |  |                              |  |
| 325. YES   |  | 326. YES   |  | 327. YES   |  |  |  |                              |  |
| 328. NO  |  | 329. NO  |  | 330. NO  |  |  |  |                              |  |
| 331. YES   |  | 332. YES   |  | 333. YES   |  |  |  |                              |  |
| 334. NO  |  | 335. NO  |  | 336. NO  |  |  |  |                              |  |
| 337. YES   |  | 338. YES   |  | 339. YES   |  |  |  |                              |  |
| 340. NO  |  | 341. NO  |  | 342. NO  |  |  |  |                              |  |
| 343. YES   |  | 344. YES   |  | 345. YES   |  |  |  |                              |  |
| 346. NO  |  | 347. NO  |  | 348. NO  |  |  |  |                              |  |
| 349. YES   |  | 350. YES   |  | 351. YES   |  |  |  |                              |  |
| 352. NO  |  | 353. NO  |  | 354. NO  |  |  |  |                              |  |
| 355. YES   |  | 356. YES   |  | 357. YES   |  |  |  |                              |  |
| 358. NO  |  | 359. NO  |  | 360. NO  |  |  |  |                              |  |
| 361. YES   |  | 362. YES   |  | 363. YES   |  |  |  |                              |  |
| 364. NO  |  | 365. NO  |  | 366. NO  |  |  |  |                              |  |
| 367. YES   |  | 368. YES   |  | 369. YES   |  |  |  |                              |  |
| 370. NO  |  | 371. NO  |  | 372. NO  |  |  |  |                              |  |
| 373. YES   |  | 374. YES   |  | 375. YES   |  |  |  |                              |  |
| 376. NO  |  | 377. NO  |  | 378. NO  |  |  |  |                              |  |
| 379. YES   |  | 380. YES   |  | 381. YES   |  |  |  |                              |  |
| 382. NO  |  | 383. NO  |  | 384. NO  |  |  |  |                              |  |
| 385. YES   |  | 386. YES   |  | 387. YES   |  |  |  |                              |  |
| 388. NO  |  | 389. NO  |  | 390. NO  |  |  |  |                              |  |
| 391. YES   |  | 392. YES   |  | 393. YES   |  |  |  |                              |  |
| 394. NO  |  | 395. NO  |  | 396. NO  |  |  |  |                              |  |
| 397. YES   |  | 398. YES   |  | 399. YES   |  |  |  |                              |  |
| 400. NO  |  | 401. NO  |  | 402. NO  |  |  |  |                              |  |
| 403. YES   |  | 404. YES   |  | 405. YES   |  |  |  |                              |  |
| 406. NO  |  | 407. NO  |  | 408. NO  |  |  |  |                              |  |
| 409. YES   |  | 410. YES   |  | 411. YES   |  |  |  |                              |  |
| 412. NO  |  | 413. NO  |  | 414. NO  |  |  |  |                              |  |
| 415. YES   |  | 416. YES   |  | 417. YES   |  |  |  |                              |  |
| 418. NO  |  | 419. NO  |  | 420. NO  |  |  |  |                              |  |
| 421. YES   |  | 422. YES   |  | 423. YES   |  |  |  |                              |  |
| 424. NO  |  | 425. NO  |  | 426. NO  |  |  |  |                              |  |
| 427. YES   |  | 428. YES   |  | 429. YES   |  |  |  |                              |  |
| 430. NO  |  | 431. NO  |  | 432. NO  |  |  |  |                              |  |
| 433. YES   |  | 434. YES   |  | 435. YES   |  |  |  |                              |  |
| 436. NO  |  | 437. NO  |  | 438. NO  |  |  |  |                              |  |
| 439. YES   |  | 440. YES   |  | 441. YES   |  |  |  |                              |  |
| 442. NO  |  | 443. NO  |  | 444. NO  |  |  |  |                              |  |
| 445. YES   |  | 446. YES   |  | 447. YES   |  |  |  |                              |  |
| 448. NO  |  | 449. NO  |  | 450. NO  |  |  |  |                              |  |
| 451. YES   |  | 452. YES   |  | 453. YES   |  |  |  |                              |  |
| 454. NO  |  | 455. NO  |  | 456. NO  |  |  |  |                              |  |
| 457. YES   |  | 458. YES   |  | 459. YES   |  |  |  |                              |  |
| 460. NO  |  | 461. NO  |  | 462. NO  |  |  |  |                              |  |
| 463. YES   |  | 464. YES   |  | 465. YES   |  |  |  |                              |  |
| 466. NO  |  | 467. NO  |  | 468. NO  |  |  |  |                              |  |
| 469. YES   |  | 470. YES   |  | 471. YES   |  |  |  |                              |  |
| 472. NO  |  | 473. NO  |  | 474. NO  |  |  |  |                              |  |
| 475. YES   |  | 476. YES   |  | 477. YES   |  |  |  |                              |  |
| 478. NO  |  | 479. NO  |  | 480. NO  |  |  |  |                              |  |
| 481. YES   |  | 482. YES   |  | 483. YES   |  |  |  |                              |  |
| 484. NO  |  | 485. NO  |  | 486. NO  |  |  |  |                              |  |
| 487. YES   |  | 488. YES   |  | 489. YES   |  |  |  |                              |  |
| 490. NO  |  | 491. NO  |  | 492. NO  |  |  |  |                              |  |
| 493. YES   |  | 494. YES   |  | 495. YES   |  |  |  |                              |  |
| 496. NO  |  | 497. NO  |  | 498. NO  |  |  |  |                              |  |
| 499. YES   |  | 500. YES   |  | 501. YES   |  |  |  |                              |  |
| 502. NO  |  | 503. NO  |  | 504. NO  |  |  |  |                              |  |
| 505. YES   |  | 506. YES   |  | 507. YES   |  |  |  |                              |  |
| 508. NO  |  |  |  |  |  |  |  |                              |  |



# WARRANT OFFICER STRONG.



# Letters of Recommendation



- **USAREC Form 1936 (Mandatory FY13) include WO POC info.**
- **Letters Must Not be Older than 12 Months**
- **If using former Commander - we recommend having current Commander review packet!** *(Only applicable if PCS occurred within 60 days)*
- **Letters of Recommendation required:**
  - **Company Commander or First Level of UCMJ Authority** *(Must have)*
  - **Battalion Commander or Second Level of UCMJ Authority** *(Must have)*
  - **Senior Warrant Officer Letter of Recommendation** *(CW3 to CW5 - Must Have)*
- **USAREC Form 1936 must be Digitally Signed and Their Unit, Email and Phone Number needs to be in the Bottom Narrative of the Form**



ARMY STRONG.

**WARRANT OFFICER STRONG**

-Note: **If requesting an APFT Waiver, BN CDR LOR must state: "You are physically capable of completing the**



# Letter of Recommendation

## (USAREC Form 1936)



| LETTER OF RECOMMENDATION<br>(Warrant Officer Procurement Program)  |                        |   |                                       |                     |
|--|------------------------|---|---------------------------------------|---------------------|
| <b>PRIVACY ACT STATEMENT</b>   |                        |   |                                       |                     |
| <b>AUTHORITY:</b> Collection of this information is authorized by Title 10, USC, Sections 503, 505, 506, 3013, and 12102 and Executive Order 9397.   |                        |   |                                       |                     |
| <b>PRINCIPAL PURPOSE:</b> Information collected will be used by selection board members to determine qualifications of warrant officer candidates.   |                        |   |                                       |                     |
| <b>ROUTINE USES:</b> Blanket routine use disclosures as described in AR 340-21, The Army Privacy Program, paragraph 3-2.   |                        |   |                                       |                     |
| <b>DISCLOSURE:</b> Voluntary; however, failure to provide the information may delay or terminate the warrant officer candidate's application process.  |                        |   |                                       |                     |
| <b>SECTION I - ADMINISTRATIVE DATA</b>   |                        |   |                                       |                     |
| 1. NAME (Last, first, middle initial):<br>APPLICANT, Joe E.  | 2. SSN:<br>111-22-3344 | 3. RANK:<br>SGT   | 4. DATE OF RANK:<br>01 SEPTEMBER 2002 |                     |
| 5. UNIT, ORGANIZATION, STATION, ZIP CODE OR APO, MAJOR COMMAND:<br>C DET<br>1-4 INF BATTALION<br>FT ATTERBURY, KY 40121<br>(CENTCOM)   |                        | 6. I am completing this form as the applicant's:<br><input checked="" type="checkbox"/> Senior Warrant Officer<br><input type="checkbox"/> Company Grade Officer<br><input type="checkbox"/> Field Grade Officer<br><input type="checkbox"/> Other<br>(Specify) |                                       |                     |
| 7. I have known this applicant from 2004/12 (Year/Month) to PRESENT (Year/Month)   |                        | 8. RELATIONSHIP TO APPLICANT (i.e., supervisor, interviewer):<br>Interviewer  |                                       |                     |
| <b>SECTION II - NARRATIVE</b>  |                        |   |                                       |                     |
| (Write a narrative explaining the applicant's leadership qualities, character, experience, and special expertise that uniquely qualify him or her to serve as a future warrant officer.)   |                        |   |                                       |                     |
| <b>NARRATIVE</b>   |                        |   |                                       |                     |
| 1. Letters should be should be 3 to 5 paragraphs with specific, quantifiable comments about the service member's character and tactical and technical competence.  |                        |   |                                       |                     |
| 2. You may use information from the service member's entire record, including comments about schools completed, assignments, deployments, impact awards, achievements and accomplishments.   |                        |   |                                       |                     |
| 3. Generic flowery comments are not effective in communicating the service member's attributes to board members. If you can change the name of the person being recommended to someone else and the comments are not false, then the letter is probably too generic to communicate effectively to board members.   |                        |   |                                       |                     |
| <b>EXAMPLE WRITE-UP:</b>   |                        |   |                                       |                     |
| 1. It is my absolute privilege to recommend SGT Sample for entry into the Warrant Officer Procurement Program as a Human Resources Technician (420A). I have reviewed SGT Sample's credentials and found his records very worthy for warrant officer candidacy. As such, SGT Sample has earned my vote of confidence to compete for warrant officer selection.   |                        |   |                                       |                     |
| 2. SGT Sample served with me during a year-long deployment to Balad, Iraq 2004. During this time, I personally observed and worked with SGT Sample on several personnel support issues. My observation of him is that of an industrious Senior Personnel Sergeant fully capable of performing his administrative duties. SGT Sample worked tirelessly processing personnel actions for 849th Transportation Battalion, Ft Bragg NC. Those actions included: Joint Personnel Status Reporting (JPERSTAT), Casualty Operations, ID Tags, Fighter Management Pass Program (FMPP), legal processing and administrative advisor to both the Battalion and Company Commander. Without question, SGT Sample superbly performed AG Wartime Functions in accordance with FM 12-6. |                        |   |                                       |                     |
| 3. SGT Sample possesses the qualities of a self-starter and a leader. His mastery of warrior tasks and drills led to his selection as NCO of the Quarter. Further, he mentored a subordinate to compete and win 1st TSC's Soldier of the Year competition. SGT Sample completed BNOC with a 97.4 GPA. He has received numerous valor and service awards for technical merit including the prestigious Bronze Star. SGT Sample is active within the community and is not afraid to dialog regarding the issues of the day. He is a well-rounded, respected member of both the military and civilian community.  |                        |   |                                       |                     |
| 4. In conclusion, SGT Sample has a rare blend of technical and tactical proficiency as evident by his outstanding military career. For this reason, I gladly recommend him for acceptance into the Warrant Officer Corps as a Human Resources Technician (420A)APPLICANT   |                        |   |                                       |                     |
| <b>SECTION III - DISCLAIMER</b>  |                        |   |                                       |                     |
| Notice: I understand by submitting this recommendation I am endorsing this applicant to be boarded for warrant officer selection.  |                        |   |                                       |                     |
| <b>SECTION IV - SIGNATURE</b>  |                        |   |                                       |                     |
| 1. NAME (Last, first, middle initial):<br>DOE, John Q.   | 2. RANK:<br>CW4        | 3. BRANCH:<br>AG  | 4. SIGNATURE:                         | 5. DATE (YYYYMMDD): |

**WARRANT OFFICER STRONG.**



U.S. ARMY

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# Resume

## (USAREC Form 1935)



| WARRANT OFFICER RESUME<br>(This form will be used in place of the resume.)   |                        |  |                    |
|--|------------------------|--|--------------------|
| PRIVACY ACT STATEMENT  |                        |  |                    |
| AUTHORITY: Collection of this information is authorized by Title 10, USC, Sections 503, 505, 506, 3013, and 12102 and Executive Order 9397.<br>PRINCIPAL PURPOSE: Information collected will be used by selection board members to determine qualifications of warrant officer candidates.<br>ROUTINE USES: Blanket routine use disclosures as described in AR 340-21, The Army Privacy Program, paragraph 3-2.<br>DISCLOSURE: Voluntary; however, failure to provide the information may delay or terminate the warrant officer candidate's application process.  |                        |  |                    |
| SECTION I - ADMINISTRATIVE DATA  |                        |  |                    |
| 1. NAME (Last, first, middle initial):<br>SAMPLE, Joe E.   | 2. SSN:<br>111-22-3333 | 3. RANK/GRADE:<br>SGT / E5                     | 4. PMOS:<br>42A20P |
| 5. UNIT, ORGANIZATION, STATION, ZIP CODE OR APO, MAJOR COMMAND:<br>C DET 1-4 INF BATTALION, FT ATTERBURY, KY 40121 (CENTCOM)   |                        | 6. E-MAIL ADDRESS:<br>Joe.e.sample@us.army.mil |                    |
| SECTION II - EDUCATION   |                        |  |                    |
| BA Degree - Liberty University, (intended graduation May 2012), 108 credits completed, 3.2 GPA<br>AA Degree - University of Phoenix, 1999 GPA 3.5, Dean's List   |                        |  |                    |
| SECTION III - OBJECTIVE<br>(List all of the warrant officer MOSs to include 4-digit code and official title you are applying for in order of preference.)  |                        |  |                    |
| 1. 153A - Rotary Wing Aviator<br>2. 420A - Human Resources Technician<br>3.  |                        |  |                    |
| SECTION IV - MILITARY EXPERIENCE<br>(List in order from most recent to earliest duty assignment or position. Be sure to mention any accomplishments, special recognition, or achievements that are illustrative to the board your potential for leadership as a warrant officer.)  |                        |  |                    |
| 1. DATES (YYYYMM): <u>July 07</u> to <u>Present</u> ORGANIZATION: 95th Special Troops Battalion, Ft Carson, CO<br>POSITION TITLE: TITLE should match ERS or evaluation reports<br>DUTIES (list below to include significant contributions):<br>Accomplishment should appear in chronological order, by date, starting with the most current assignment.<br>List ALL military assignments, especially those in an NCO position. Focus on quantifiable measurements of success that set you apart by the unique characteristics of each assigned position. Write in clear, concise, and complete sentences - not in fragments or bullets. List outstanding achievements and additional duties while in position. Spell out terms that apply to your assignment especially buzzwords in your MOS, e.g. Prescribed Load List (PLL). Avoid the use of jargon, slang, and other types of informal terms. Focus on measurements of success. NOT just a job description, but how well you performed the job. Use NCOER/evaluation bullets as a "reference only", not as the actual written entry for the resume. Mention if you exceeded standards on a significant inspection/evaluation or leadership school. List deployments or make a separate assignment entry if deployment for several months. |                        |  |                    |
| 2. DATES (YYYYMM): <u>June 05</u> to <u>June 07</u> ORGANIZATION: RHC, IIIA ACA, Ft Hood, TX<br>POSITION TITLE: PROMOTION SECTION NCOIC<br>DUTIES (list below to include significant contributions):<br>List service, impact, or achievement awards received during each assignment tenure. Significant contributions in major field training exercises e.g. JMRC, JROTC, NTC may be listed. List career enhancement events such as Soldier/NCO of the month/quarter boards as well as Audie Murphy and similar enlisted club inductions. Again, focus on measurements of success NOT just a job description.  |                        |  |                    |

HQ USAREC Form 1935, Rev 1 Dec 2008

PREVIOUS EDITIONS ARE OBSOLETE

V6.00

## SECTION VII - SUMMARY

Write a paragraph or two explaining why you are fully qualified to perform the duties of a warrant officer in your field. This is a very important part of the resume. Make this a call to action, but do so without turning off the reader. Include all of your significant accomplishments/achievements (below-the-zone promotions, impact awards, noteworthy distinctions, deployments, challenging assignments, unique skills in MOS, standards exceeded on a significant inspection/evaluation, etc.) mentioned earlier and explain how you are exceptionally qualified and have the leadership, management and technical/tactical skills needed to become a WO. Answer this question: "What have you done or accomplished that sets you apart from your peers?" (Additionally, aviator applicants should include why they want to be an Aviator.)

RESUMES WILL NOT BE PROCESSED WITHOUT THE APPLICANT'S SIGNATURE &amp; DATE

## Other notes:

No other resume formats are acceptable beyond USAREC Form 1935. Therefore, do not go through a big expense by having external parties professionally prepare your resume. Simply follow the aforementioned guidelines and prepare the form yourself. If you are non-Army, the resume takes on increased importance in conveying your qualifications to become an Army Warrant Officer. PureEdge Form package may be utilized by visiting any Army Recruiting Station; USAREC forms may be obtain at <http://www.usarec.army.mil/m/formpub/Forms.htm>.

## SECTION VIII - SIGNATURE

|  |                     |               |                     |
|--|---------------------|---------------|---------------------|
| 1. NAME (Last, first, middle initial):<br>SAMPLE, Joe E. | 2. RANK:<br>SGT/E-5 | 3. SIGNATURE: | 4. DATE (YYYYMMDD): |
|--|---------------------|---------------|---------------------|

HQ USAREC Form 1935, Rev 1 Dec 2008

Page 10 of 10



U.S. ARMY

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# WARRANT OFFICER STRONG.



# Physical Cover Sheet / DA Form 2808

MEMORANDUM FOR Commander, US Army Recruiting Command, ATTN: RCRO-SM, Fort Knox, KY 40121-2726

SUBJECT: Results of Medical Examination

The results of a commissioning/aviation physical are furnished for the following individual:

- a. (Rank) \_\_\_\_\_ (Print or Type Last Name, First Name, MI)  
b. (SSN) \_\_\_\_\_  
c. (Unit, Company, Duty Station) \_\_\_\_\_  
d. Physical Profile Code:

|   |   |   |   |   |   |
|---|---|---|---|---|---|
| P | U | L | H | E | S |
|   |   |   |   |   |   |

- e. Height: \_\_\_\_\_ Weight: \_\_\_\_\_ Age: \_\_\_\_\_  
f. Physical initiated on: \_\_\_\_\_ (Date)  
g. Physical completed on: \_\_\_\_\_ (Date)  
h. If Flight Physical, date approved from USAAMC: \_\_\_\_\_ Stamped: (TW, 1A)  
i. Individual \_\_\_\_\_ is Fully Qualified \_\_\_\_\_ is NOT Fully Qualified.

\_\_\_\_\_  
(Physician's Signature)  
\_\_\_\_\_  
(Physician's Stamp)

**NOTE:**

- (1) 153A & 150A applicants must also include page one of DD Form 2808 with the applicable qualified stamp from USAAMC, Ft. Rucker, AL.  
(2) Any applicant applying for an APFT or medical waiver must include entire physical.

HQ USAREC Form 1932, 1 Jul 2005

V1.00

| REPORT OF MEDICAL EXAMINATION   |  | 1. DATE OF EXAMINATION   | 2. SOCIAL SECURITY NUMBER   |
|---|--|--|---|
| <b>PRIVACY ACT STATEMENT</b><br>AUTHORITY: 10 USC 2604, 2605, 2607, 2610, 2611, 2612, 2613, 2614, 2615, 2616, 2617, 2618, 2619, 2620, 2621, 2622, 2623, 2624, 2625, 2626, 2627, 2628, 2629, 2630, 2631, 2632, 2633, 2634, 2635, 2636, 2637, 2638, 2639, 2640, 2641, 2642, 2643, 2644, 2645, 2646, 2647, 2648, 2649, 2650, 2651, 2652, 2653, 2654, 2655, 2656, 2657, 2658, 2659, 2660, 2661, 2662, 2663, 2664, 2665, 2666, 2667, 2668, 2669, 2670, 2671, 2672, 2673, 2674, 2675, 2676, 2677, 2678, 2679, 2680, 2681, 2682, 2683, 2684, 2685, 2686, 2687, 2688, 2689, 2690, 2691, 2692, 2693, 2694, 2695, 2696, 2697, 2698, 2699, 2700, 2701, 2702, 2703, 2704, 2705, 2706, 2707, 2708, 2709, 2710, 2711, 2712, 2713, 2714, 2715, 2716, 2717, 2718, 2719, 2720, 2721, 2722, 2723, 2724, 2725, 2726, 2727, 2728, 2729, 2730, 2731, 2732, 2733, 2734, 2735, 2736, 2737, 2738, 2739, 2740, 2741, 2742, 2743, 2744, 2745, 2746, 2747, 2748, 2749, 2750, 2751, 2752, 2753, 2754, 2755, 2756, 2757, 2758, 2759, 2760, 2761, 2762, 2763, 2764, 2765, 2766, 2767, 2768, 2769, 2770, 2771, 2772, 2773, 2774, 2775, 2776, 2777, 2778, 2779, 2780, 2781, 2782, 2783, 2784, 2785, 2786, 2787, 2788, 2789, 2790, 2791, 2792, 2793, 2794, 2795, 2796, 2797, 2798, 2799, 2800, 2801, 2802, 2803, 2804, 2805, 2806, 2807, 2808, 2809, 2810, 2811, 2812, 2813, 2814, 2815, 2816, 2817, 2818, 2819, 2820, 2821, 2822, 2823, 2824, 2825, 2826, 2827, 2828, 2829, 2830, 2831, 2832, 2833, 2834, 2835, 2836, 2837, 2838, 2839, 2840, 2841, 2842, 2843, 2844, 2845, 2846, 2847, 2848, 2849, 2850, 2851, 2852, 2853, 2854, 2855, 2856, 2857, 2858, 2859, 2860, 2861, 2862, 2863, 2864, 2865, 2866, 2867, 2868, 2869, 2870, 2871, 2872, 2873, 2874, 2875, 2876, 2877, 2878, 2879, 2880, 2881, 2882, 2883, 2884, 2885, 2886, 2887, 2888, 2889, 2890, 2891, 2892, 2893, 2894, 2895, 2896, 2897, 2898, 2899, 2900, 2901, 2902, 2903, 2904, 2905, 2906, 2907, 2908, 2909, 2910, 2911, 2912, 2913, 2914, 2915, 2916, 2917, 2918, 2919, 2920, 2921, 2922, 2923, 2924, 2925, 2926, 2927, 2928, 2929, 2930, 2931, 2932, 2933, 2934, 2935, 2936, 2937, 2938, 2939, 2940, 2941, 2942, 2943, 2944, 2945, 2946, 2947, 2948, 2949, 2950, 2951, 2952, 2953, 2954, 2955, 2956, 2957, 2958, 2959, 2960, 2961, 2962, 2963, 2964, 2965, 2966, 2967, 2968, 2969, 2970, 2971, 2972, 2973, 2974, 2975, 2976, 2977, 2978, 2979, 2980, 2981, 2982, 2983, 2984, 2985, 2986, 2987, 2988, 2989, 2990, 2991, 2992, 2993, 2994, 2995, 2996, 2997, 2998, 2999, 3000. |  |  |   |
| The Armed Forces, For an Armed Forces member, values to provide the information may result in the individual being placed in a nondeployable status.  |  |  |   |
| 3. LAST NAME - FIRST NAME - MIDDLE NAME (SUFFIX)  | 4. HOME ADDRESS (Street, Apartment Number, City, State, and ZIP Code)  | 5. HOME TELEPHONE NUMBER (Include Area Code)   |   |
| FT RUCKER, AL 36362   |  |  |   |
| 6. GRADE  | 7. DATE OF BIRTH   | 8. AGE   | 9. SEX  |
| WT  |  |  |   |
| 10. TOTAL YEARS GOVERNMENT SERVICE  | 11. AGENCY (Non-Service Members Only)  |  | 12. ORGANIZATION UNIT AND USIC CODE   |
|   |  |  |   |
| 13. RATING OR SPECIALTY (Aviators only)   | 14. TOTAL FLYING TIME  | 15. LAST SIX MONTHS  |   |
|   |  |  |   |
| 16. SERVICE<br><input type="checkbox"/> Army <input type="checkbox"/> Coast Guard<br><input type="checkbox"/> Navy<br><input type="checkbox"/> Marine Corps<br><input type="checkbox"/> Air Force   | 17. COMPONENT<br><input type="checkbox"/> Active Duty<br><input type="checkbox"/> Reserve<br><input type="checkbox"/> National Guard | 18. PURPOSE OF EXAMINATION<br><input type="checkbox"/> Indentment <input type="checkbox"/> Medical Report <input type="checkbox"/> Other (Specify)<br><input type="checkbox"/> Commission <input type="checkbox"/> Retirement<br><input type="checkbox"/> Retention <input type="checkbox"/> U.S. Service Academy <input type="checkbox"/> Flight Separation <input type="checkbox"/> ROTC Scholarship Program |   |
| 19. EXAMINING LOCATION AND ADDRESS (Including ZIP Code)<br>5911<br>US ARMY AEROMEDICAL CENTER<br>PHYSICAL EXAM SECTION<br>LYSTER ARMY HOSPITAL, BLDG 801<br>FT RUCKER, AL 36362-8001  |  |  |   |
| <b>CLINICAL EVALUATION</b> (Check each item in appropriate column. Enter "N/E" if not evaluated.)   |  |  |   |
| 17. Head, face, neck, and scalp   | 18. Nose   | 19. Sinuses  | 20. Mouth and throat  |
| 21. Ears - General (int. and ext. canals/auditory acuity under item 71)   | 22. Ears - Perforation   | 23. Eyes - General (Visual acuity and refraction under items 61 - 63)  | 24. Ophthalmoscopic   |
| 25. Pupils (Equality and reaction)  | 26. Ocular motility (Associated parallel movements, nystagmus)   | 27. Heart (Thrust, size, rhythm, sounds)   | 28. Lungs and chest (Include breaths)   |
| 29. Vascular system (Vasodilation, etc.)  | 30. Arteries and veins (Include pulses)  | 31. Abdomen and viscera (Include hernia)   | 32. External genitalia  |
| 33. Upper extremities   | 34. Lower extremities  | 35. Feet (Include toes)  | 36. Spine, neck, and muscles  |
| 37. Joints  | 38. Skin, lymphatics   | 39. Neurological (Sensory)   | 40. Psychological (Sensory)   |
| 41. Pelvic (Sensory)  | 42. Endocrine  | 43. Dental   | 44. Effects and Disease (Please specify. Use general form if complete dental. If dental examination not done by dental officer, include in comments.) |
| 45. (Continued)   |  |  |   |
| 46. Normal Anch <input type="checkbox"/> Mild <input type="checkbox"/> Asymptomatic<br>47. Pes Cavus <input type="checkbox"/> Moderate  |  |  |   |

DEPT OF THE ARMY  
ARMY AEROMEDICAL CENTER  
20-OCT-2015  
A 00022772821  
QUALIFIED  
CLASS 1W FLYING DUTY

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# Security Clearance 160R

# / DA Form



REPLY TO  
ATTENTION OF

FOR OFFICIAL USE ONLY  
DEPARTMENT OF THE ARMY  
(UNIT ORGANIZATION ADDRESS)

(Office Symbol)

(Date)

MEMORANDUM FOR Commander, U.S. Army Recruiting Command, ATTN: RCRO-SPA,  
Fort Knox, KY 40121-2725

SUBJECT: Security Clearance Verification for (Last Name, First Name, Middle Initial)

1. References:

a. AR 380-67, Personnel Security Program, 9 Sep 88.

2. (Rank, Last Name, First Name, Middle Name, Social Security Number) was granted (Type of security clearance for example TS/SCI) eligibility on (date clearance was granted) by the Army Central Clearance Facility (CCF). (Rank Last Name) had a PPR closed on (date investigation was closed)

3. The point of contact for this memorandum is (Your S2/ Security Manager's Name, Phone Number, and E-mail address).

S2/Security Manager's Signature block with Signature

FOR OFFICIAL USE ONLY  
This document and personal information contained herein is protected by the Privacy Act of 1974,  
Section 5 U.S.C. sub 552a as amended

| APPLICATION FOR ACTIVE DUTY   |                                   |   |
|---|-----------------------------------|---|
| For use of this form, see AR 135-210; the proponent agency is DCS, G-1.   |                                   |   |
| DATA REQUIRED BY THE PRIVACY ACT OF 1974  |                                   |   |
| AUTHORITY: Title 10 USC, 672(d); 10 USC 275   |                                   |   |
| PRINCIPAL PURPOSE: Used by Reserve Component soldiers to apply for active duty programs announced by HQDA. Application is reviewed to determine the member's eligibility for announced active duty requirements.  |                                   |   |
| ROUTINE USES: To determine qualifications and make final selection of individuals applying for active duty. Also used to schedule medical examinations, security screening and to issue active duty orders.   |                                   |   |
| DISCLOSURE: Disclosure of personal information is mandatory for soldiers applying for active duty programs announced by HQDA.   |                                   |   |
| SEE INSTRUCTIONS FOR FILLING OUT THIS FORM ON THE REVERSE SIDE OF THIS FORM   |                                   |   |
| 1. DATE 20110106  |                                   |   |
| 2. TO: Commander, U.S. ARMY RECRUITING COMMAND, FORT KNOX, KY 40121   |                                   |   |
| 3. FROM (Last, First, MI) DOE, JOHN A.  |                                   |   |
| 4a. BRANCH NA   |                                   |   |
| 5a. MOS/AOC 35M30   |                                   | 5b. COMPONENT RA  |
| 6a. PERMANENT HOME ADDRESS (Include ZIP code)<br>ENTER YOUR HOME OF RECORD  |                                   | 6b. PHONE NO. (include area code)<br>(502)765-6868                          |
| 7a. TEMPORARY ADDRESS (Include ZIP code)<br>419A Nicholson Road<br>Fort Hood, TX 76544<br>Or Deployment Address   |                                   | 7b. DURATION Oct 2011   |
| 7c. PHONE NO. (include area code)<br>(517)773-2527  |                                   |   |
| ITEM 8 TO BE COMPLETED ONLY BY PERSONNEL CURRENTLY SERVING ON ACTIVE DUTY IN A WARRANT OFFICER OR CHILDED STATUS  |                                   |   |
| 8a. PRESENT ACTIVE DUTY GRADE E-6   |                                   | 8b. ORGANIZATION AND STATION ASSIGNMENT HHC, III Corps, Fort Hood, TX 76544 |
| 9. I hereby volunteer to enter on active duty, for the period indicated below, in my branch or any of the following branches that I may be qualified for, and if accepted for active duty in another branch, I request transfer to that branch. (Check as appropriate)<br><input checked="" type="checkbox"/> a. FOR A PERIOD OF 6 YEARS <input type="checkbox"/> b. FOR AN INDEFINITE PERIOD |                                   |   |
| c. OTHER BRANCHES (List in order of preference)   |                                   |   |
| 10. Transferees that are accepted for active duty may be assigned to any command, including an overseas command, to fill any Army-wide vacancy. However, I would like to be considered for one of the three duty assignments and areas of assignment listed below in the order of my choice.  |                                   |   |
|   | CHOICE NO. 1                      | CHOICE NO. 2  |
| a. DUTY ASSIGNMENT  | 351M                              | 351M  |
| b. AREA ASSIGNMENT  | Hawaii                            | Fort Knox, KY   |
|   |                                   | Fort Meade, MD  |
| 11. If it is possible, I prefer to enter on active duty during one of the three periods indicated below in order of preference.   |                                   |   |
| PREFERENCE NO. 1 (Month and Year)   | PREFERENCE NO. 2 (Month and Year) | PREFERENCE NO. 3 (Month and Year)   |
| ASAP  | ASAP                              | ASAP  |
| 12. Upon receipt of active duty orders, I will require the time indicated below to settle my affairs for entry on active duty. (Check appropriate box)<br><input type="checkbox"/> 60 DAYS <input type="checkbox"/> 30 DAYS <input type="checkbox"/> 10 DAYS <input checked="" type="checkbox"/> AVAILABLE ON DATE OF RECEIPT OF ORDERS   |                                   |   |
| 13. I am currently serving on active duty in a Reserve Component or in a Reserve Component and I am currently serving on active duty in a Reserve Component.  |                                   |   |
| Include information you consider essential in making your assignment, i.e. enrolled in the Exceptional Family Member Program or Army Married Couples Program.   |                                   |   |
| 14. SIGNATURE OF APPLICANT  |                                   |   |
| Applicant's Signature   |                                   |   |

DA FORM 160-R, JUL 2010

PREVIOUS EDITIONS ARE OBSOLETE

AND PERIODS



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# Prerequisite Waiver / Moral Waiver



DEPARTMENT OF THE ARMY

MEMORANDUM FOR Commander, U.S. Army Recruiting Command, ATTN: RCRO-SPA, Fort Knox, KY  
40121-2725

SUBJECT: Request for Prerequisite Waiver

Mitigating circumstances:

1. (State the type of waiver you are requesting)

Example: (1) Request an age waiver

(2) Request an Active Federal Service Waiver

(3) Request a prerequisite waiver (state the prerequisite(s) you wish to waive).

2. Anyone can request a prerequisite, AFS or age waiver, but not everyone will get them approved. Give a detailed explanation why you feel this waiver should be approved. Please note that waivers are approved only in unusual circumstances. Prerequisite waiver requests that do not give adequate justification, i.e. unusual skills, unique talents, special circumstances, etc. will probably be disapproved. With AFS waivers (required if you have 12 or more years AFS) or age waivers (required if you will be 33 or older for aviators or 46 for technicians), by the convene date of the board) the same principle applies and requests must be fully justified. Adequate justification might be: unusual circumstances, deployed for past year and unable to submit a packet, unusual skills, or unique talents. Asking for these waivers just because they are a part of the application will not result in approval.

Notes:

1) A separate waiver request must be submitted for each MOS that applicant does not meet the entire prerequisites for. Waiver should include why you feel that you should be accepted in the MOS without meeting all the requirements. Include any civilian experience, training or assignments that are similar to MOS you wish to apply for.

2) Make your request sound valid - for instance, an applicant stating they couldn't apply for the last 12 years because they were deployed... That doesn't sound valid because no one has been away from their duty station continuously over the last 12 years. You would need to include why you couldn't or didn't apply in between deployments. Another example is a 13 year request stating "I've been deployed for the last year..." does not explain why you didn't apply in the years leading up to the deployment.

3) Waiver request will not appear before the selection board once approved. Please use as much space as required to give all the information. A short and simple approach may result in a denied request.

4) Writing skills count. A properly written request ultimately may effect the approval of the request. Board members may interpret poor English, grammar and typographical errors as a lack of concern, sincerity or attention to detail from the applicant.

USAREC FL 168-1, 1 Dec 2007

V1.00



DEPARTMENT OF THE ARMY

MEMORANDUM FOR Commander, U.S. Army Recruiting Command, ATTN: RCRO-SPA, Fort Knox, KY  
40121-2725

SUBJECT: Request for Moral Waiver

1. Nature of offense: Do not just list Article 92, Article 32, etc. Must request a moral waiver for any infractions listed on your enlistment contract.

a. Date of offense: (Month and year)

b. Place of offense: (City and State)

c. Punishment imposed: (Fine amount, forfeiture amount, extra duty, letter of reprimand, etc.)

2. Mitigating circumstances:

\*You will use this moral waiver request if you responded YES to block#26 on DA Form 61. If you responded NO, you do not need a moral waiver.

Moral waiver is not required for traffic fines of \$250 or less. Do NOT include court cost).

Mitigating circumstances surrounding the charge: Four points to address:

(1) Explain the incident (what, where, when, how, etc.)

(2) Accepting responsibility for your actions

(3) The lessons learned

(4) How you now contribute to your unit, community and military service.

Notes:

1) A separate moral waiver request must be submitted for each offense.

2) Moral waiver request should give all the information possible related to the incident.

Half answers and undisclosed information can cause a delay in processing. In some cases - the request will be returned to USAREC with a request for more information from applicant.

3) This waiver request will not go before the selection board once approved. Please use as much space as required to give all the information. A short and simple approach may cause a returned request.

4) Writing skills count. A properly written request may effect the approval of the request. HRC may interpret poor English, grammar and typographical errors as a lack of concern, sincerity or attention to detail from the applicant.

Joe E. Sample  
SGT/E-5  
111-22-3333



U.S. ARMY

ARMY STRONG.

## WARRANT OFFICER STRONG.





# APFT Waiver / Statement of Understanding



DEPARTMENT OF THE ARMY

REPLY TO  
ATTENTION OF

MEMORANDUM FOR Commander, U.S. Army Recruiting Command, ATTN: RCRO-SPA, Fort Knox, KY  
40121-2725

SUBJECT: Request for Army Physical Fitness Test Waiver

Mitigating circumstances:

1. State the type of profile to include your complete PULHES, the event(s) that you can no longer take, and what alternate event(s) you are allowed to take.
2. Give a detailed explanation why you believe this exception to policy should be approved in your case. Give an explanation of events that led up to the injury and how it happened. Explain your future expectations of your physical condition (i.e. come off profile after rehab, re-enlist, etc...).

NOTE: LEAVE PARAGRAPH 3 AS IS VERBATIM

3. I fully understand that applying for this waiver does not constitute an automatic approval. I further understand that I must be fully mission deployable in the Warrant Officer Specialty in which I am applying.

(SIGNATURE)  
(FULL NAME)  
(RANK)  
(SSN)

Only Available for Soldiers Injured in  
Combat

USAREC FL 168-1, 1 Dec 2007

V1.00



REPLY TO  
ATTENTION OF

MEMORANDUM FOR Commander, U.S. Army Recruiting Command, ATTN: RCRO-SPA, Fort Knox, KY  
40121-2725

SUBJECT: Statement of Understanding

1. I understand that if I am appointed as a warrant officer in the U.S. Army Reserves with concurrent active duty, that this appointment is contingent upon technical and tactical certification by successful completion of the appropriate warrant officer basic course unless I have been precertified by the warrant officer military occupational specialty (WOMOS) proponent. I understand that my application packet, to include all enclosures, may be converted to an electronic file and made available for review by qualifying officials at WOMOS proponent schools, Headquarters, Department of the Army, and other locations in order to determine my qualifications and competitive standing for appointment as a warrant officer.
2. I further understand that if I am appointed as a warrant officer in the U.S. Army Reserves without concurrent active duty, that this appointment is contingent upon technical and tactical certification by successful completion of the appropriate warrant officer basic course within 2 years of appointment unless I have been precertified by the WOMOS proponent or unless extended by Headquarters, Department of the Army.
3. I also understand that if I am eliminated from or fail to successfully complete the technical and tactical certification as specified above, I may be subject to discharge under regulations in effect at that time from the U.S. Army Reserves.

Signature

First Name, Middle Initial, Last Name

Rank

Title or Position

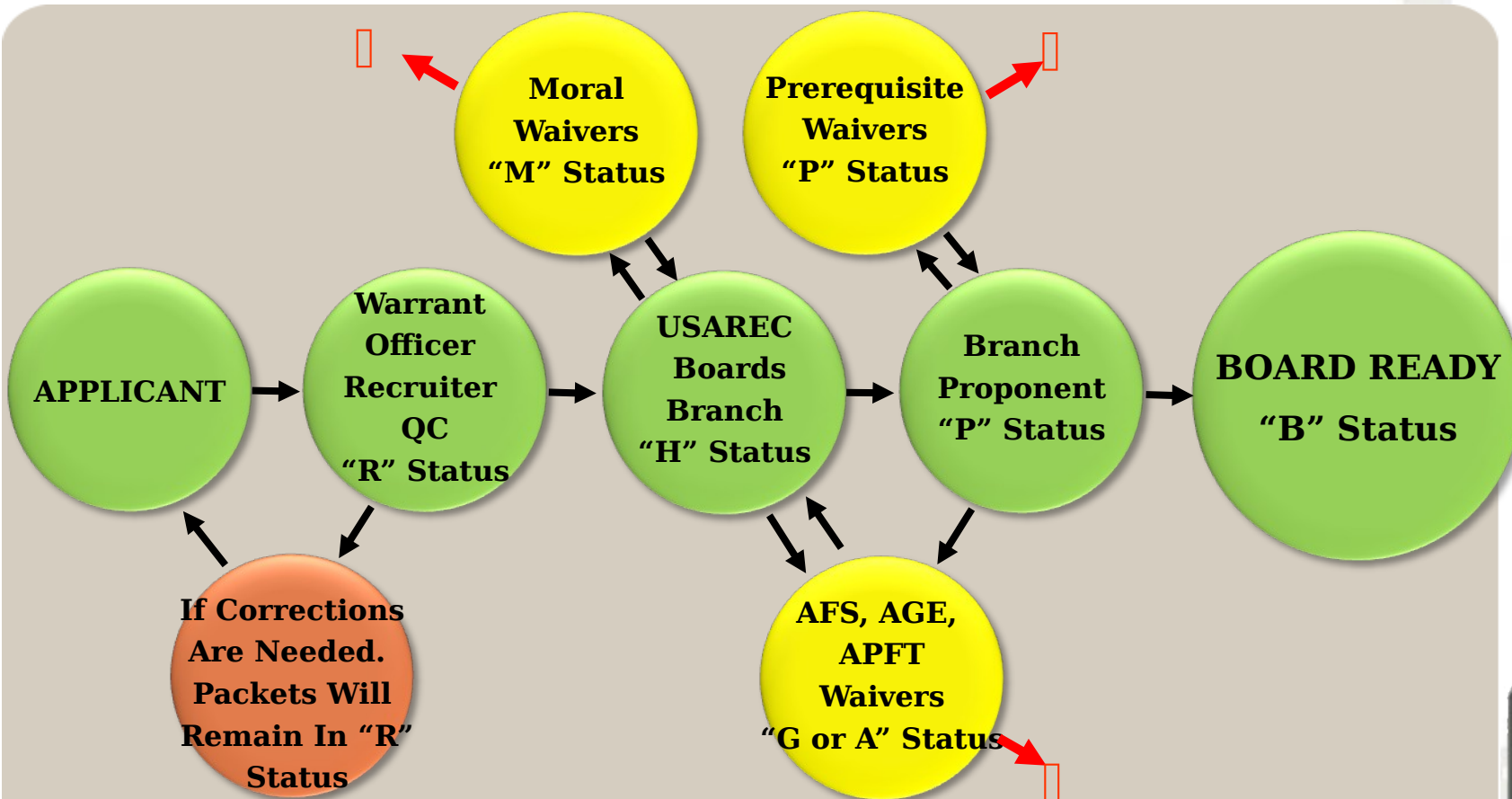


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## WARRANT OFFICER STRONG.



# Application Process



**WARRANT OFFICER STRONG.**



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# Selection Board

- WO Packet Automatically Gets Two Looks
- Two Time Non-Select Must Wait a Year
- Board Results Released in MILPER message



**Fully Qualified - Selected - Q-S**



**Fully Qualified - Nonselect (First Board) - FQ-NS**



**Non Competitive - Nonselect (Second Board) - NC-**

**NS**

Applicants may immediately re-apply with a  
waiver

**WARRANT OFFICER STRONG.**



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# Warrant Officer Candidate School



- **Selectees will attend Warrant Officer Candidate School (WOCS)**
  - E5 graduated from PLDC/WLC, and E6 and above = 4 weeks and 4 days
  - E5 non-graduate from PLDC/WLC and all E1 to E4 = 6 weeks and 4 days

*(Other services = 6 weeks and 4 days with exceptions)*

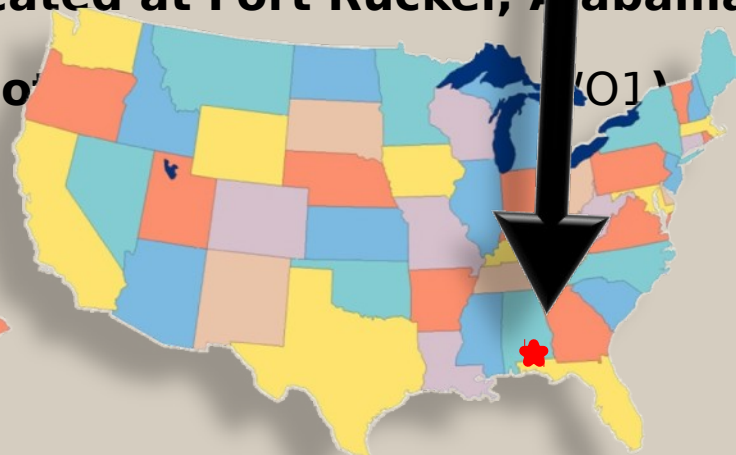
- **WOCS and Flight School are located at Fort Rucker, Alabama**

**Skill Enhancement = Graduation = Professional Development = Conditional Promotion**

Leadership Potential  
Self Discipline  
Attention to Detail  
Time Management

Leadership  
Communication  
Management  
Ethics

<http://usawocc.army.mil/>



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# A Day in the Life of a Candidate

1st Warrant Officer Company

0500 - Wake

0530 - First Formation

0530 - 0635 - PT

0635 - 0730 -

0730 - 0815 - Breakfast

0815 - 1230 -

Academic

1230 - 1720 -

Academic

Admin 1900 -

Dinner



1900 - 2245 - Candidate Leadership Designs and Implements Schedule To Accomplish Specified Tasks

2245 - 0500 - Lights Out



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# Final Notes

- **Packet deadline: Posted on website, generally two months prior to board week.** (*Should be sooner if waivers are requested*)
- **Send your packet to USAREC “Electronically”** (Details on Website)
- **Remove Certificates when Emailing Packets** (Slows Processing)
- **Verify your application status on line!**
- **153A Applicants - Study for SIFT** (Selection Instrument for Flight Training)
- **QC your own packet** (S-1, WO, SR WO, CO Commander)
- **All the information you need is on our website.** (Research)  
**[www.usarec.army.mil/warrant](http://www.usarec.army.mil/warrant)**



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# Questions?

If you have  
Suggestions, Questions, or Advice please e-mail  
the Warrant Officer Recruiting Team  
at

**[wo-team@usarec.army.mil](mailto:wo-team@usarec.army.mil)**

or visit our page on

**facebook** 



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